

Town Council Meeting Minutes - Draft

Mayor Jason Gray
Mayor Pro Tem Laura Cavey
Councilmember Ryan Hollingshead
Councilmember Kevin Bracken
Councilmember Mark Davis
Councilmember Max Brooks
Councilmember Tim Dietz

Tuesday, November 18, 2025

6:00 PM

Town Hall Council Chambers 100 North Wilcox Street Castle Rock, CO 80104 www.CRgov.com/CouncilMeeting

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COUNCIL DINNER & INFORMAL DISCUSSION

INVOCATION

Mayor Gray provided the Invocation.

CALL TO ORDER / ROLL CALL

Present: 6 - Mayor Gray, Mayor Pro Tem Cavey, Councilmember Hollingshead, Councilmember

Bracken, Councilmember Davis, Councilmember Dietz

Not Present: 1 - Councilmember Brooks

PLEDGE OF ALLEGIANCE

COUNCIL COMMENTS

Mayor Gray reminded everyone of Starlighting this weekend. He reflected on suicides during the month of November and to reach out to others. The Mayor commended the Fire Department that averages 22 calls a day, nine new firefighters this year, spent 6 weeks in California and Texas during tragedies. He also reflected on several firefighters that were recognized this year.

Councilmember Hollingshead looks forward to Starlighting and thanked the crews putting up the lights all over town.

Councilmember Davis thanked the snow crews that will help keep the roads open this year. He also volunteers.

Councilmember Dietz reflected on being grateful.

Mayor Pro Tem Cavey thanked Hannah in the Water department for her help sorting out issues; and thanked Mark Marlowe for his guidance on challenges. She wished everyone a Happy Thanksgiving.

<u>APPT</u> 2025-008 Douglas County Open Space Advisory Committee (COSAC)
Nomination: Patti Hostetler

Moved by Councilmember Hollingshead, seconded by Mayor Pro Tem Cavey, to Approve Appointment APPT 2025-008 as presented. The motion passed by a vote

of:

Yes: 6 - Gray, Cavey, Hollingshead, Bracken, Davis, Dietz

<u>APPT</u> 2025-009

Appointment: Public Safety Commission

Moved by Councilmember Hollingshead, seconded by Mayor Pro Tem Cavey, to Approve Appointment APPT 2025-009 as presented. The motion passed by a vote

of:

Yes: 6 - Gray, Cavey, Hollingshead, Bracken, Davis, Dietz

UNSCHEDULED PUBLIC APPEARANCES

No public comment.

TOWN MANAGER'S REPORT

ID 2025-126	Update: Calendar Reminders
	David Corliss, Town Manager, presented upcoming calendared items.
ID 2025-127	Update: Monthly Department Reports
ID 2025-128	Update: Election District Designation for Annexed Properties
ID 2025-129	Update: Third Quarter Financial Review, Period Ending September 30, 2025
	David Corliss, Town Manager, gave a brief summary.
ID 2025-130	Presentation: Water Quality Maintenance
	Mark Marlowe, Director of Water, provided an update.
	Councilmember Davis confirmed this is done every 5-10 years when needed.
ID 2025-131	Development Services Project Updates
ID 2025-132	Update: Quasi-Judicial Projects

TOWN ATTORNEY'S REPORT

No report.

ACCEPTANCE OF AGENDA

Moved by Mayor Pro Tem Cavey, seconded by Councilmember Bracken, to Approve the Agenda as presented. The motion passed by a vote of:

Yes: 6 - Gray, Cavey, Hollingshead, Bracken, Davis, Dietz

CONSENT CALENDAR

Moved by Councilmember Bracken, seconded by Councilmember Dietz, to Approve the Consent Calendar as presented. The motion passed by a vote of:

Yes: 6 - Gray, Cavey, Hollingshead, Bracken, Davis, Dietz

Resolution Accepting the Offer from Symetra Life Insurance Company to the Town of Castle Rock for Stop Loss Insurance Coverage for Calendar Year 2026

RES 2025-143 Resolution Waiving the Formal Written Bidding Requirement on the Basis of Sole Source and Approving a Services Agreement with Burns & McDonnell Engineering Company, Inc. [1282 Castle Oaks Dr., Castle Rock CO 80104]

RES 2025-144 Resolution Approving the 2026 Spot Water Lease Agreement between the Town of Castle Rock and Dakan Ranch II LLC [Plum Creek Water Reclamation Authority, Douglas County]

Resolution Approving the Second Amendment to the 2025 Spot Water
Lease Agreement Between the Town of Castle Rock and the Central
Colorado Water Conservancy District [Chatfield Reservoir, Douglas
County]

Resolution Waiving Formal Written Bidding Requirements on the Basis of a Sole Source and Approving an Equipment and Services Agreement with Core & Main LP, for Water Meters and Related Infrastructure Delivery

MIN 2025-022 Minutes: November 4, 2025 Town Council Meeting

ADVERTISED PUBLIC HEARINGS & DISCUSSION ACTION ITEMS

DIR 2025-033 Discussion/Direction of the Public Safety Commission's Recommendations for the 2026 Philip S. Miller Resource Grant Program, Eight Applications

Pete Managers, Assistant Director of Finance, and Clark Hammelman, Chair of the Public Safety Commission, presented the item.

No public comment.

Mayor Pro Tem Cavey as liaison to the Commission, noted that food was a hot topic and the majority of the organizations focused on that. They looked to programs that benefited Castle Rock the most.

Moved by Mayor Pro Tem Cavey, seconded by Councilmember Davis, to Approve Discussion/Direction Item DIR 2025-033 as presented. The motion passed by a vote of:

Yes: 6 - Gray, Cavey, Hollingshead, Bracken, Davis, Dietz

DIR 2025-034 Discussion/Direction: Nonprofit Grant Programs

Kristin Read, Assistant Town Manager, presented the item.

No public comment.

Discussion was held on the various options.

Trish Muller, Director of Finance, outlined the qualifications.

Read stated staff will write up the Council's direction and bring back to them for approval.

Councilmember Hollingshead would like to discuss ahead of time vs. debating who receives the grant in front of the applicants.

RES 2025-147

Resolution Waiving the Formal Written Bidding Requirement on the Basis of Sole Source and Approving an Equipment and Services Acquisition Agreement with Logical Systems, LLC

Mark Marlowe, Director of Castle Rock Water, presented the item.

Mayor Pro Tem Cavey asked if LSI is also doing software and hardware and other solutions. Marlowe stated they are integrating and installing. Marlowe state the cyber is integrated and is a different component with another consultant.

No public comment.

Moved by Mayor Pro Tem Cavey, seconded by Councilmember Davis, to Approve Resolution RES 2025-147 as presented. The motion passed by a vote of:

Yes: 6 - Gray, Cavey, Hollingshead, Bracken, Davis, Dietz

RES 2025-148

Resolution of Town of Castle Rock Authorizing the Plum Creek Water Reclamation Authority to Enter into a Loan Agreement, Construction Contract, and Construction Management Services Contract for the PCWRA Reuse Reservoir and Pump Station [4255 N US Highway 85, Castle Rock CO]

Mark Marlowe, Director of Castle Rock Water, presented the item.

No public comment.

Moved by Mayor Pro Tem Cavey, seconded by Councilmember Hollingshead, to Approve Resolution RES 2025-148 as presented. The motion passed by a vote of:

Yes: 6 - Gray, Cavey, Hollingshead, Bracken, Davis, Dietz

ADDITIONAL UNSCHEDULED PUBLIC APPEARANCES

ADJOURN TO EXECUTIVE SESSION - NOT TO RETURN

Moved by Mayor Gray, seconded by Councilmember Bracken, to Adjourn to

Executive Session at 7:10 pm.. The motion passed by a vote of:

Yes: 6 - Gray, Cavey, Hollingshead, Bracken, Davis, Dietz

EXEC 2025-005

Executive Session: 1) To discuss legal issues relating to the Craig & Gould North Project and determine positions relative to matters that may be subject to negotiations, developing strategy for negotiations and instructing the Town's negotiators, under C.R.S. §24-6-402(4)(e); and, 2) Possible Town property acquisition for possible open space and negotiation position for possible acquisition cost (Jobe property adjacent to Lost Canyon Ranch), under C.R.S. §24-6-402(4)(a).